

RESOLUTION NO. 2015-108

Authorizing Agreement No. 644

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA,
STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO ENTER INTO A
PROFESSIONAL SERVICES AGREEMENT WITH THE FIRM OF PECKHAM & MCKENNEY,
INC. TO CONDUCT THE RECRUITMENT FOR A NEW CITY MANAGER IN THE AMOUNT NOT
TO EXCEED \$25,000 AND TO APPROVE A BUDGET ADJUSTMENT
IN THE AMOUNT OF \$30,000**

WHEREAS, the City Manager has announced his pending retirement on December 30, 2015, which will result in a future position vacancy; and

WHEREAS, the City of Calistoga desires to recruit a new City Manager; and

WHEREAS, the City desires to retain a qualified firm to conduct the recruitment for a new City Manager; and

WHEREAS, Peckham & McKenney, Inc. has submitted a proposal to conduct an executive search for a City Manager at a fee of \$18,500 professional services, plus expenses up to \$6,500, for an amount not to exceed \$25,000.

NOW, THEREFORE BE IT RESOLVED, that the Calistoga City Council hereby approves a budget adjustment to the 2015-2016 Fiscal Year Budget to allocate \$30,000 from the General Fund Undesignated Reserve to the Personnel Budget in the following manner: \$25,000 to 01-4172-4402 for professional services; and \$5,000 to 01-4172-4405 for expenses associated with the interview of potential candidates for the position.

NOW, THEREFORE BE IT FURTHER RESOLVED that the City Manager is authorized to execute a professional services agreement with the firm of Peckham & McKenney to conduct the recruitment for a new City Manager in the amount not to exceed \$25,000 in substantially the same form as the attached Exhibit A contingent upon approval of the City Attorney.

PASSED, APPROVED, AND ADOPTED by the City Council of the City at a regular meeting held this **1st day of September 2015** by the following vote:

AYES: Councilmembers Kraus and Barnes, Vice Mayor Dunsford and Mayor Chris Canning
NOES: None
ABSTAIN: None
ABSENT: Councilmember Lopez-Ortega



CHRIS CANNING, Mayor

ATTEST:



KATHY FLAMSON, City Clerk